

# Innovative Outstanding Weatherization Assistance News

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### Happy Spring!

From all of us in the Bureau of  
Weatherization in  
Des Moines!

Jim, Gwen, Mark, Chris,      Mike  
and Rosemary

## Welcome

The 2002-2003 Weatherization Program has just come to an end and we would like to take the time to thank you for an excellent year serving the population of Iowa. As always, it was a pleasure working with each and every one of you.

We have recently had a new addition to the weatherization family. A hearty welcome is extended to Mike Creeden, the new Weatherization Coordinator at North Iowa.

Agencies were recently sent their HEAP and DOE contracts. Once the HEAP contracts are received by our office and signed by the Administrator, they will be promptly returned for your files. The DOE signature pages will be returned to each agency,

once DOE has approved the state plan. In the meantime, should you have any questions, feel free to contact our office.

There was a change in this year's utility contracts; a maximum of twelve bulbs may be replaced per house, at a maximum of \$10 per bulb.

WAMS in Access 2000 is just about ready for use. Be looking for it's release soon.

Look forward to Pressure Diagnostic and TI-86 training July 89 and 22-23. If you are interested in hosting this training, please contact our office.

## Statistics

| <u>ITEM</u>               | <u>*QTRLY</u> | <u>**YTD</u> |
|---------------------------|---------------|--------------|
| Houses Worked On          | 686           | 1969         |
| Completions               | 598           | 1739         |
| Closed Incomplete         | 118           | 260          |
| Owner Occupied            | 574           | 1823         |
| Rentals                   | 112           | 146          |
| Elderly Occupied          | 272           | 837          |
| Disabled Occupied         | 331           | 950          |
| Furnace Replacements      | 572           | 687          |
| Refrigerator Replacements | 295           | 654          |
| Freezer Replacements      | 99            | 254          |
| Average Costs Per House   | \$3057.48     |              |
| \$3721.38                 |               |              |

### Totals for all agencies combined

\* QTRLY (December, January, February)

\*\* YTD (Program year through February)

## Agency Spotlight – City of Des Moines

### U.S. Energy Secretary Visits Des Moines

By: The City of Des Moines

U.S. Energy Secretary Spencer Abraham visited Des Moines on Tuesday, February 11, 2003, to announce that the Bush administration is requesting nearly \$5.9 million in federal funds for the state's weatherization program. The City of Des Moines share would be approximately \$472,000 and would allow 200 homes to be weatherized. The President is requesting an increase in weatherization funding in his FY04 budget request.

There are lots of energy programs, Abraham said, "but none that do as much good in the day to day lives of families as the weatherization one."

The secretary toured the southwest Des Moines home of 82-year-old LaVera Cunningham on Tuesday, a clear winter day with an afternoon high about 39 degrees. The weatherization program is insulating the attic and sidewalls of the home and has replaced the furnace and water heater because of their unsafe condition.

He was joined by Assistant Energy Secretary David Garman and state and local energy officials as they inspected improvements made to Cunningham's home through the federal Weatherization Assistance Program, which focuses on making homes more energy efficient and dropping utility bills for low-income families.

The weatherization program provides a variety of services to reduce heating and cooling costs for low-income Iowans each year, Abraham said. That number likely will double in the year ahead, he said.

The program provides additional insulation and energy efficient appliances if they are found to be unsafe or inefficient.

The weatherization program is operated locally by the City's Community Development Department. Housing Conservation Inspectors with the CD Community Services Division do a detailed work write-up of items that need to be corrected in homes to be weatherized. Furnaces are looked at by a licensed mechanical contractor and receive a tune and clean. Unsafe furnaces are replaced.



Households meeting the guidelines for the Low-income Energy Assistance Program (150% of the federal poverty level) are also eligible for weatherization. While 6,000 energy assistance applications are approved and paid in the City each year, funds are available to only weatherize 150-175 owner-occupied homes. Eligible households living in rental property can also be weatherized if the landlord agrees to pay a portion of the cost of weatherization.

The Weatherization Assistance Program funds are awarded through a formula that factors the states' low-income population and weather, said Jim Newton, who oversees the program in Iowa. Des Moines receives approximately 8% of the funds.

The request for Iowa funds for fiscal year 2004 is up \$800,000 from the \$5.1 million appropriated for 2002. The amount for fiscal year 2003 is \$4.9 million.

### Service Recognition

#### 10 Year Anniversaries

March 15 – Ed Hahn is a crew chief with T.R.A.I.N.

#### 5 Year Anniversaries

May 11 – Dave Sexton is an evaluator with T.R.A.I.N.

## Agency Spotlight – Southeast Iowa Community Action

### Medication Assistance Program

By: Southeast Iowa Community Action Organization

Southeast Iowa Community Action Organization started the Medication Assistance Program on July 22, 2002. Funding for the program has been provided by a grant from a local hospital foundation, donations from local churches, businesses and private donations.

The formation of the Medication Assistance Program is a collaborative effort between Community Action, local doctors, pharmacists, nurses, and some other local service organizations. Many pharmaceutical companies offer some medications at no cost to a patient that meets their income guidelines. The problem is that doctors and their staff do not have the time necessary to help patients fill out the tedious paperwork required. Therefore, several local doctors, a pharmacist, and social workers helped us form a committee designed to start this program.

Community Action employs a person who works twenty hours per week in the Community Action Neighborhood Center. Doctors refer patients whom they believe could

benefit from this program to the Community Action Center in Burlington. The employee accepts referrals from the doctors, contacts the patients, accesses the forms necessary and assists the individual in filling out the applications. The prescribing physician will then sign the forms and the medications are usually sent directly to the doctor.

The Medication Assistance Program assists individuals who have a need for assistance with obtaining prescription medications. An individual is eligible for this assistance if they meet the following criteria:

- 1) They are not covered by any health insurance plan or have no prescription coverage
- 2) They must have a definite need for “chronic” prescription assistance.

There is no charge from Community Action for this service.

The program has helped 224 individuals receive medications at no charge that would have cost \$103,740 during the first seven months of existence. We see the impact this program has had on the community and continually look for funding to continue this worthwhile program.

## Agency Spotlight – Upper Des Moines Opportunity

### 12th Annual “Share the Warmth” Program

The 12th Annual “Share the Warmth” program in Humboldt County was held on February 14. The program, designed to assist eligible families with a portion of their heating bill, was previously sponsored by Hardee’s. This year, for the first time, the program was held at Hy-Vee and was a smashing success.

The energetic Hy-Vee deli family made the “Muff-in-Stuff” breakfast sandwiches which they also helped deliver to businesses and industries in the Humboldt-Dakota City area. More than twenty-five area businesses pre-ordered over 900 breakfast sandwiches.

“Area celebrities” volunteered their time and talent at Hy-Vee by serving coffee and entertaining the customers.

Media coverage of the event was excellent! KHBT 97.7 (The Bolt) began their live broadcast at 6:00am. The Humboldt Trust and Savings Bank provided marquee advertising and the Humboldt Newspaper provided wonderful publicity, as

they always do when promoting community events.

The resourcefulness of area businesses such as Christensen 66, the Evening Lion’s Club, the Abundant Life Christian



Fellowship and the Hardy Trinity Thrivent Lutherans raised over \$600.00 for the project.

A total of 1,741 breakfast sandwiches were purchased (780 more than last year) and donations totaled \$807.62 for a grant total of \$2,548.62, up from

\$1,540.17 in 2002.

The program was a great success! Upper Des Moines Opportunity appreciates all of the resources and volunteers to coordinate such an effort and look forward to next year.

## Fiscal News

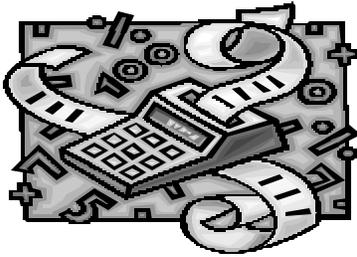
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### Tips from the Fiscal Monitoring Team

**By: Jim Mezera and Mike Adams**

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#### As the Numbers Crunch



People may wonder why it's necessary for monitors to visit your agency every year. Why can't it be every two, three, ten, maybe even fifty years? It's simple...the Division of Community Action Agencies, signed a contract with the Departments of Energy and Health & Human Services to administer weatherization assistance programs in Iowa. These agencies have rules, regulations, and guidelines that the Division must follow. One of the requirements is monitoring.

Monitoring takes on many formats. The one you are most familiar with is on-site monitoring. Each year Jim and I visit your agency, complete a series of testing procedures, determine if you are in fiscal compliance with the contract. Chris Taylor visits you to monitor for program compliance and Mike Speed visits you to monitor for work product compliance.

There are two other types of monitoring that you may not be aware of. When you submit monthly reports they are audited by department staff for reporting compliance. The other type of monitoring is data review. Each month Gwen Howe reviews the data entered into the WAMS system and makes sure everything is OK.

On-site, report, and data monitoring are designed not only to test for contractual and procedural compliance but also to provide technical assistance. The staff is here to help you. If you have a question, feel free to contact us. In turn, if they see something they can provide technical assistance to you we will contact you.

Monitoring is the mechanism whereby we try to be accountable the taxpayers. Jim and I try to make it as painless as possible. We'll keep working at it and we hope you will work with us too.

We'll be at each of your agencies within the next 12 months. If we can be of assistance to you please feel free to contact us.

Jim Mezera – Phone (515)281-8537

Email - [Jim.Mezera@dhr.state.ia.us](mailto:Jim.Mezera@dhr.state.ia.us)

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#### **Tentative 2003 Fiscal Monitoring Schedule**

February – SCICAP, Mid-Iowa  
 March – TRAIN, City of Des Moines  
 April – Community Opportunities, West Central  
 May – Upper Des Moines, MATURA  
 June – Mid-Sioux, Woodbury  
 July – SIEDA, Southeast Iowa  
 September – Northeast Iowa, North Iowa  
 October – New View, Threshold  
 November – HACAP

## Questions and Answers

**Question:** What is the type of siding that looks like fake brick, is thicker than asphalt siding (which also looks like fake brick) and is fibrous in the back?

**Answer:** This siding is what we call insul-brick siding. It usually comes in pieces that are five feet long and approximately eighteen inches in height. It is to be treated as an asbestos containing material.

**Question:** Do we need to insulate double lathe and plaster walls?

**Answer:** Double lathe and plaster walls are those that basically have an inner lathe and plaster wall within the wall cavity. We do not require that this type of wall be insulated because there usually isn't enough room to run the dense pack tube up this small of a cavity. The evaluator may insulate these walls if it is determined there is adequate room in the cavity to insulate.

**Question:** Do we perform duct sealing on rental properties?

**Answer:** Yes. Duct sealing is a health and safety measure.

**Question:** What needs to be done with whole house fans?

**Answer:** This needs to be decided on an individual basis. It can vary from installing a box and lid around the fan (such as those built for pull-down stairs) to doing nothing at all. It depends primarily on the client and design of the fan. If the client can access the lid on the box built for the fan, then this is the preferred method. If the client cannot access or does not have easy access to the attic, then other methods of sealing the fan from the inside of the home should be explored. The only alternative may be to do nothing.

**Question:** Do we work on homes with unvented gas fireplaces?

**Answer:** No, unless they can be vented, then we can vent them and weatherize the home.

**Question:** What are considered plumbing repairs?

**Answer:** Repairs necessary (1) for installation of weatherization materials, (2) to maintain the integrity of weatherization materials, (3) to eliminate health and safety problems in the homes (i.e. moisture problems).

**Question:** Do we insulate in attics that have heavy duty foil (reflective barrier)?

**Answer:** If the client is agreeable and you do not feel it will be a problem with the client in the future and NEAT calls for it, the attic should be insulated.

**Question:** Will we be getting new NEAT fuel costs and material/labor costs?

**Answer:** Gwen has queried the database to find agency specific costs for material and labor. Those costs will be sent to each agency in the near future. There will be a way to install the material and labor figures without having to type them all into the audit. Updated fuel costs will also be sent with the material and labor costs.

## News

### **NEAT Audit Reminder**

This is a reminder that you must include your estimated costs for repairs and health and safety in the NEAT Audit. Both repair costs and health and safety costs must be entered on the Itemized Cost screen. The repair costs must be included in the SIR calculation for the house and the health and safety costs should *not* be included in the SIR calculation. The Itemized Cost screen has a field where the person entering the costs can indicate whether the costs should be included or excluded from the SIR calculation. (See Section 311, page 7 of the Technical Standards)

### **Refrigerator/Freezer Replacement Ratings Report**

This is a reminder that if you add new models of refrigerators and freezers that you will be using for replacements, you will need to update your Replacement Ratings Report. You will need to have the appliance vendor(s) you use complete the Appliance Data Sheets for the new appliances. Information from the Appliance Data Sheets then needs to be entered into BART. Once the information is entered into BART, it will calculate replacement ratings for the new appliances and it will produce a new or updated Replacement Ratings Report. (See Section 281, pages 4-7 of the Technical Standards)

### **OMB's Program Assessment Rating Tool**

The federal Office of Management and Budget (OMB) is using a Program Assessment Rating Tool (PART) for formal evaluation of federal programs. OMB plans to apply this analysis to 20% of all federal programs every year. The PART is a diagnostic tool that relies on objective data to assess and evaluate programs across a wide range of issues related to performance. This is intended to develop "defensible and consistent" ratings of programs for the FY2004 budget and beyond.

The Weatherization Program is one of 234 federal programs that have been evaluated using the PART analysis. Weatherization received a score of 83. Only 14 other programs (out of the 234 total) received a score of 83 or higher. This placed Weatherization in the top six percent of the programs that have been evaluated.

The PART analysis emphasizes the need for programs to have goals and measures that are outcome-oriented and the need for programs to integrate budget and performance

information. PART's instructions emphasize that programs are held to a high level of evidence and expectation in order to achieve a "Yes" on a question and that mere statutory compliance is not sufficient. According to OMB, it is more difficult to justify a "Yes" than a "No" in answering the evaluation questions.

### **DOE's 2003 National Weatherization Training Conference**

DOE's 2003 National Weatherization Training Conference will take place August 18-21, 2003 in Phoenix, Arizona. The conference agenda, which is still being developed, will include sessions on building technology, health and safety, audits and diagnostics, management/policy issues, and information technologies. You can find more information about the conference at the following website: [www.wapconference.com](http://www.wapconference.com).

### **Resources**

[www.iowaworkforce.org/labor/contractor.htm](http://www.iowaworkforce.org/labor/contractor.htm)

Obtain contractor registration information on-line. Simply locate the contractor information, print the registration, which includes the expiration date, and keep it in the contractor's file.

If the contractor's registration has expired and you do not see that contractor listed, you will need to call the contractor to ensure that they have registered with the state. Construction contractors are required by Iowa law to register every two years with Iowa Workforce Devel-

### **Pollution Occurrence Insurance Update**

The National Association of State and Community Programs (NASPCSP) is still working on a Pollution Occurrence insurance product that will be available to local agencies and their contractors to cover the liability issue related to lead paint. Although NASPCSP had hoped that there would be a product available by April 1, it has run into various administrative problems with the insurance companies. NASPCSP is now working with a third insurance broker on this project. The biggest burden is finding a broker willing to deal with what will be a relatively "small" number of policyholders. NASPCSP is confident that it will be able to negotiate an

## Upcoming Events

### **April 2003**

- 23 *IWAC Meeting* For more information, contact Mike Loos at (563)324-3236.
- 23-24 *Moisture and Ventilation Training.* Conducted by the State of Iowa. Two-day session will be held at HACAP in Hiawatha. For more information, contact Marcia Thompson at (515)281-3861.
- 29-30 *Lead Safe Work Practices Training.* Conducted by the State of Iowa. One-day session will be held in room #320 of the Lucas State Office Building in Des Moines. For more information, contact Marcia Thompson at (515)281-3861.

### **May 2003**

- 13-14 *Furnace Basics Training.* Conducted by the State of Iowa. Two-day session will be held in Ireton. For more information, contact Marcia Thompson at (515)281-3861.
- 20-21 *Basic House Evaluation/NEAT Audit Training.* Conducted by State of Iowa. Two-day session will be held at SIEDA in Ottumwa. For more information, contact Marcia Thompson at (515)281-3861.
- 22 *NEAT/WAMS Refresher Training.* Conducted by the State of Iowa. Half-day session will be held at SIEDA in Ottumwa. For more information, contact Marcia Thompson at (515)281-3861.

### **June 2003**

- 10-11 *IWAC Retreat.* (Dates are tentative.) To be held in Pella at the Golf and Country Club. For more information, contact Mike Loos at (563)324-3236.
- 24-25 *Basic House Evaluation/NEAT Audit Training.* Conducted by State of Iowa. Two-day session will be held at Community Opportunities in Carroll. For more information, contact Marcia Thompson at (515)281-3861.
- 26 *NEAT/WAMS Refresher Training.* Conducted by the State of Iowa. Half-day session will be held at Community Opportunities in Carroll. For more information, contact Marcia Thompson at (515)281-3861.

### **August 2003**

- 18-21 *DOE 2003 National Weatherization Training Conference.* To be held in Phoenix, Arizona. For more information, visit website [www.wapconference.com](http://www.wapconference.com)

### **Tentative 2003 Program Monitoring Schedule**

April – MATURA  
 May – Upper Des Moines  
 June – SCICAP  
 July – SE Iowa  
 August – New View  
 September – North Iowa  
 October – Northeast Iowa  
 November – Woodbury  
 December – West Central

## Speed Bumps

- \* Keyed locksets are to be used on new lower grade doors when there is access to the basement from the inside as well as the outside. It is recommended that they be used on all new lower grade doors.
- \* Repairs must be entered in the NEAT Audit in the Itemized Cost section and included in the SIR. To help you determine what costs are considered as repairs, refer to the mat temp list.
- \* Attic air sealing and health and safety measures should also be listed in the Itemized cost section of the NEAT Audit, but not included in the SIR.
- \* Garage leakage testing is required when there is an attached garage or tuck-under garage. The results of the testing are to be entered in the database.
- \* Exhaust ducts from bathrooms, kitchens, etc., are to be insulated or covered with loose insulation.

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*Please feel free to copy and distribute.*

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### **Iowa Bureau of Weatherization**

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